



GROUNDWATER APPLICATION FOR BENEFICIAL WATER USE PERMIT

FILING FEE

**\$1000.00 – Inside a Basin Closure Area; Controlled
Groundwater Area or Compact Closure**

**\$800.00 – Outside a Basin Closure Area; Controlled
Groundwater Area or Compact Closure**

FILING FEE REDUCTION

If you attend a pre-application meeting with DNRC staff and your application is submitted within 6 months of the meeting date, the filing fee will be reduced by \$200.00. The time period may be extended if measurements or an aquifer test is required.

- Use one application for each source of supply.
- To avoid processing delays, submit all required information.
- Attach additional sheets if necessary. Attachments must be labeled as shown in the sections below.
- **See page 2 for required Addendums**

FOR DEPARTMENT USE ONLY

Application # _____ Basin _____

Priority Date _____

Time _____ AM / PM

Rec'd By _____

Fee Rec'd \$ _____ Check # _____

Deposit Receipt # _____

Payor _____

Refund \$ _____ Date _____

Applicant Name _____

Mailing Address _____

City _____ State _____ Zip _____

Phone Numbers: Home _____ Work _____ Cell _____

Email Address _____

Contact Person: ☐ Contact is Applicant ☐ Contact is Consultant ☐ Contact is Attorney ☐ Contact is Other

Contact Name _____

Mailing Address _____

City _____ State _____ Zip _____

Phone Numbers: Home _____ Work _____ Cell _____

Email Address _____

NOTE: If a contact person is identified as an attorney, all communication will be sent only to the attorney unless the attorney provides written instruction to the contrary. If a contact person is identified as a consultant, employee, or lessee, the individual filing the water right form or objection form will receive all correspondence and a copy may be sent to the contact person.

PERMIT APPLICATION INFORMATION

The information provided to the questions below is required for the Department to begin processing the application. The Department may require additional information during the processing of the application. For any questions, please contact a Water Resources Division Regional Office.

GROUNDWATER PERMIT APPLICATION ADDENDUMS & REVIEW

Aquifer Testing Report – required for all groundwater well applications. Did you attach this report? Yes ☐ No ☐

Storage Addendum – required if you plan to store water. This addendum is not required for water tanks or cisterns. Do you need to submit a Reservoir Addendum? Yes ☐ No ☐

Water Marketing Addendum – required if the purpose of the permit application will be to market or sell water. Is this addendum applicable? Yes ☐ No ☐

Basin Closure Area Addendum – required if your point of diversion is located in a basin closure area. Is this addendum applicable? Yes ☐ No ☐ If yes, you may need to submit a Hydrogeologic Assessment Report

South Pine Controlled Groundwater Area Addendum – required if your diversion is located within the South Pine Controlled Groundwater Area. Is this addendum applicable? Yes ☐ No ☐

Yellowstone Controlled Groundwater Area Addendum – required if your diversion is located within the Yellowstone Controlled Groundwater Area. Is this addendum applicable? Yes ☐ No ☐

Sage Grouse Habitat Project Review – required if your diversion and/or place of use are located within an area designated as sage grouse habitat, (<https://sagegrouse.mt.gov>). Is this review applicable? Yes ☐ No ☐

GW.1. PURPOSE AND DIVERSION INFORMATION

GW.1.A Yes ☐ No ☐ Is the proposed use temporary? If so, when will the appropriation cease? _____

GW.1.B Please fill out the chart below with Purpose(s) and Diversion Information:

Purpose(s) for which you want to Divert Water	Proposed Means of Diversion	Acres Irrigated (if applicable)	Period of Diversion	Period of Use	Flow Rate Needed			Volume Needed
			Month/Day to Month/Day	Month/Day to Month/Day	Flow Rate	CFS	GPM	Volume AF (acre-feet)
			_____ to _____	_____ to _____		<input type="checkbox"/>	<input type="checkbox"/>	
			_____ to _____	_____ to _____		<input type="checkbox"/>	<input type="checkbox"/>	
			_____ to _____	_____ to _____		<input type="checkbox"/>	<input type="checkbox"/>	
			_____ to _____	_____ to _____		<input type="checkbox"/>	<input type="checkbox"/>	

Total Flow Rate Required _____ ☐ ☐

GW2. POINT(S) OF DIVERSION: Describe the location to the nearest 10 acres. Include additional Points of Diversion on a separate sheet.

POD #1 ☐ Well Estimated Depth in Feet _____ ☐ Developed Spring Name _____

_____ 1/4 _____ 1/4 _____ 1/4 Sec _____ Twp _____ N/S Rge _____ E/W County _____

Lot _____ Block _____ Tract No. _____ Subdivision Name _____

Government Lot _____ Latitude _____ Longitude _____

POD #2 ☐ Well Estimated Depth in Feet _____ ☐ Developed Spring Name _____

_____ 1/4 _____ 1/4 _____ 1/4 Sec _____ Twp _____ N/S Rge _____ E/W County _____

Lot _____ Block _____ Tract No. _____ Subdivision Name _____

Government Lot _____ Latitude _____ Longitude _____

GW.3. PLACE OF USE

GEOCODE(S) of the place of use (17 digits) _____

If there are multiple places of use, list the geocode for each parcel on an attached sheet. The geocodes can be found at the County Clerk and Records Office or by visiting <http://gis.mt.gov>.

LEGAL LAND DESCRIPTION: Enter acres if Irrigation/Lawn&Garden. Include additional Places of Use on a separate sheet.

_____ Acres _____ Lot _____ Block _____ 1/4 _____ 1/4 _____ 1/4 Sec _____ Twp _____ N/S Rge _____ E/W
_____ Acres _____ Lot _____ Block _____ 1/4 _____ 1/4 _____ 1/4 Sec _____ Twp _____ N/S Rge _____ E/W
_____ Acres _____ Lot _____ Block _____ 1/4 _____ 1/4 _____ 1/4 Sec _____ Twp _____ N/S Rge _____ E/W
_____ Acres _____ Lot _____ Block _____ 1/4 _____ 1/4 _____ 1/4 Sec _____ Twp _____ N/S Rge _____ E/W
_____ Acres _____ Lot _____ Block _____ 1/4 _____ 1/4 _____ 1/4 Sec _____ Twp _____ N/S Rge _____ E/W

GW.4. MAP

Provide either a USDA Aerial Photo or USGS Quad. Both maps can be obtained from the Internet or your local Water Resources Office.

- ☐ Note the section corners, township, range, and add a north arrow to the map.
- ☐ Identify the proposed point of diversion
- ☐ Identify the proposed place of use.
- ☐ Identify conveyance facilities or routes.

GW.5. SUPPLEMENTAL WATER RIGHTS

If yes to either A or B, attach a detailed explanation. Please label attachment **GW.4 Supplemental Rights**.

GW.5.A Yes ☐ No ☐ Is the proposed water use needed to supplement other water right(s)?

GW.5.B Yes ☐ No ☐ Will this application supplement contract water from a Federal Project, ditch company, or other source?

GW.6. PHYSICAL GROUNDWATER AVAILABILITY

GW.6.A ☐ Attach the Aquifer Testing Report, Form 633 or Approval of Variance from DNRC

Basin Closure Area

GW.6.B ☐ Attach a complete Hydrogeologic Assessment Report Addendum if basin closed pursuant to § 85-2-360, MCA.

GW.7. ADVERSE EFFECT

GW.7. ☐ Attach a detailed description of your plan to ensure that existing water rights will be satisfied during times of water shortage. Please label attachment **GW.6. Adverse Effect**.

GW.8. ADEQUATE DIVERSION MEANS AND OPERATION

GW.8.A Yes ☐ No ☐ Do you have any plans to measure your diversion and use? If yes, attach a description of the plan and the type of measurements you will take. Please label attachment **GW.7.A Adequate Diversion Means and Operation**.

GW.8.B ☐ Attach a detailed description of how you will operate your system from the point of diversion to the place of use. Please label attachment **GW.7.B Adequate Diversion Means and Operation**.

GW.8.C Yes ☐ No ☐ Will your system be designed to discharge water from the project? If yes, attach a detailed description. Please label attachment **GW.7.C Adequate Diversion Means and Operation**.

GW.8.D ☐ Attach a detailed description and provide a diagram of the preliminary design plans and specifications for the proposed diversion and conveyance facilities and the equipment used to put the water to beneficial use. Describe the flow rate capacity of the system and include pump information if applicable. Please label attachment **GW.7.D Adequate Diversion Means and Operation**.

GW.9. BENEFICIAL USE

GW.9.A ☐ Attach explanation why the requested flow rate and volume is the amount needed for each purpose. Please label attachment **GW.8.A Beneficial Use**.

GW.10. GENERAL PROJECT PLAN & PROPOSED COMPLETION PERIOD

GW.10.A How many years will you need to complete this project and put all of the requested water to a beneficial use?

GW.10.B Why is this needed? _____

GW.11. AFFIDAVIT & CERTIFICATION

Read carefully before you sign and review with legal counsel if you have any questions. All owners (or trustees) should sign the form. ***If the owner is a business or trust, include the title of the representative(s) signing the form (i.e. president, trustee, managing partner, etc.)*

I affirm the information provided for this application is to the best of my knowledge true and correct. I also affirm I have possessory interest, or the written consent of the person with the possessory interest, in the property where the water is to be put to beneficial use.

I understand that making a false statement under oath or affirmation in this application and official proceedings throughout the examination of my application may subject me to prosecution under §45-7-202, MCA, a misdemeanor punishable by a jail term not to exceed 6 months or a fine not to exceed \$500, or both. I have read this Affidavit and understand the terms and conditions

I declare under penalty of perjury and under the laws of the state of Montana that the foregoing is true and correct.

Printed Name _____

Applicant Signature _____

Date: _____

Printed Name _____

Applicant Signature _____

Date: _____

WATER RESOURCES OFFICES

BILLINGS:	AIRPORT INDUSTRIAL PARK, 1371 RIMTOP DR., BILLINGS MT 59105-1978 PHONE: 406-247-4415 FAX: 406-247-4416 SERVING: Big Horn, Carbon, Carter, Custer, Fallon, Powder River, Prairie, Rosebud, Stillwater, Sweet Grass, Treasure, and Yellowstone Counties
BOZEMAN:	2273 BOOT HILL COURT, SUITE 110, BOZEMAN MT 59715 PHONE: 406-586-3136 FAX: 406-587-9726 SERVING: Gallatin, Madison, and Park Counties
GLASGOW:	222 6TH STREET SOUTH, PO BOX 1269, GLASGOW MT 59230-1269 PHONE: 406-228-2561 FAX: 406-228-8706 SERVING: Daniels, Dawson, Garfield, McCone, Phillips, Richland, Roosevelt, Sheridan, Valley, and Wibaux Counties
HAVRE:	210 6TH AVENUE, PO BOX 1828, HAVRE MT 59501-1828 PHONE: 406-265-5516 FAX: 406-265-2225 SERVING: Blaine, Chouteau, Glacier, Hill, Liberty, Pondera, Teton, and Toole Counties
HELENA:	1424 9TH AVE., PO BOX 201601, HELENA MT 59620-1601 PHONE: 406-444-6999 FAX: 406-444-9317 SERVING: Beaverhead, Broadwater, Deer Lodge, Jefferson, Lewis and Clark, Powell, and Silver Bow Counties
KALISPELL:	655 TIMBERWOLF PARKWAY, SUITE 4, KALISPELL MT 59901-1215 PHONE: 406-752-2288 FAX: 406-752-2843 SERVING: Flathead, Lake, Lincoln, and Sanders Counties
LEWISTOWN:	613 NORTHEAST MAIN ST., SUITE E, LEWISTOWN MT 59457-2020 PHONE: 406-538-7459 FAX: 406-538-7089 SERVING: Cascade, Fergus, Golden Valley, Judith Basin, Meagher, Musselshell, Petroleum, and Wheatland Counties
MISSOULA:	2705 SPURGIN RD. BLDG.C, PO BOX 5004, MISSOULA MT 59806-5004 PHONE: 406-721-4284 FAX: 406-542-5899 SERVING: Granite, Mineral, Missoula, and Ravalli Counties

MONTANA DEPARTMENT OF NATURAL RESOURCES AND CONSERVATION

Water Resources Division - Water Rights Bureau

WEBSITE: <http://dnrc.mt.gov/divisions/water/water-rights>

